



Fashion & Beauty Brand – Task Management Board



To Do

Create Weekly Instagram Content Plan

Feb 13 = 0/4

FD

Research Fashion Vendors

Feb 13 = 0/4

FD

Draft Newsletter Content

Feb 16

FD

+ Add card



In Progress

Schedule Social Media Posts

Feb 16 = 0/4

FD

Respond to Customer Emails

Feb 17 = 0/3

FD

Update Product Descriptions

Feb 18 = 0/4

FD

+ Add card



Waiting for approval

Plan Promotional Campaign

Feb 18 = 0/3

FD

Organize Product Photos

Feb 19 = 0/3

FD

Track Influencer Outreach

Feb 20 = 0/3

FD

+ Add card



Completed

Monitor Comments and Messages

Feb 23 = 0/3

FD

Update Customer Database

Feb 24 = 0/3

FD

Prepare Monthly Sales Report

Feb 25 = 0/3

FD

+ Add card



Add list

